



2002 Iowa Judicial Branch Awards

The Iowa Judicial Branch announced the recipients of its 2002 Iowa Judicial Branch Awards. Eight individuals and one group of volunteers were recognized for their outstanding contributions to the administration of justice in Iowa.

Chief Juvenile Court Officer John Wauters, Burlington, and **District Court Administrator Tom Betts**, Davenport, shared the **Distinguished Service Award** this year. This award was established to recognize a court employee who has at least ten years of service in the court system, has exemplified a sustained level of exceptional service to the courts, has demonstrated a strong commitment to public service, and has continuously initiated efforts to improve the administration of justice in Iowa.

John Wauters has worked as a juvenile court officer for 32 years, and has served as the chief juvenile court officer for the 8th Judicial District since 1985. He was recognized for his leadership role with regard to local and statewide juvenile court activities. Also, Wauters has developed and implemented innovative business practices in his district such as statistical caseload reports and casework

guidelines for juvenile court officers. He has assisted with the development of statewide policies and guidelines concerning juvenile treatment services. Wauters has worked with several schools to set up school liaison programs.

Tom Betts has served the Iowa Judicial Branch for 20 years as district court administrator for the 7th Judicial District. He has been a leading proponent for improving jury management in Iowa. Betts was a leader in implementing jury pooling, and the "One Day/One Trial" system for jurors in the 7th Judicial District, which has made jury service more convenient for the public. He also led the effort to promote the use of e-mail for sending copies of court orders to attorneys.



Tom Betts

Contents

Judicial Branch Awards	1
Clerks' Assoc. Officers	4
New Faces	5
Child Welfare Mediation	7
Child & Family Services	8
IOLTA Grant Applications ...	9
'03 Bench Bar Conference	10
New Court Rules	11
Advisory Committees	12

Judicial Branch Awards

Continued from page 1

In addition, Mr. Betts has contributed significantly to improvements in the judicial system through his service on numerous Judicial Branch advisory committees.

The Volunteer Mediators of the Linn County Small Claims Mediation Project were named collectively as the recipients of the **Amicus Curiae Award**, which was established to recognize a person or group who has made a significant contribution to the administration of justice or who have contributed to building public support for the judiciary. Thirteen mediators were honored for their sustained years of volunteer service to the project and their community, including: Donald Whited, Marilyn Van Hoe, Jean Seehusen, LeRoy Robbins, Carl Baur, Mary Junge, Marjorie Henderson, Ann Larson, Luella VanEnglehoven, Jerry Higgins, Roger Schreder, Dana Ehrhart, and John Gales. Each mediator devotes one

day a week at the Linn County Courthouse to help parties in lawsuits resolve their disputes without going to trial. Many of the mediators have participated in the project since its inception in 1994.

District Court Judge William Thomas, Cedar Rapids, was selected as the recipient of the **Court Innovation Award**. This award was established to honor persons who have demonstrated leadership in the development and implementation of an innovative program or process that has improved the delivery of court services,



Judge William Thomas

public access, or the administration of justice. Judge Thomas, who has served on the bench for 21 years, was honored for his continued efforts to address the needs of children who are the subject of custody disputes. He was instrumental in the development and implementation of several innovative family law programs in the 6th Judicial District. He helped start the Kids First Program, also known as Children in the Middle, which educates divorcing parents about the impact of divorce on children. Judge Thomas was also responsible for developing and promoting the highly successful 6th District Family Law Mediation program, which has served as a model for other districts. In addition to these efforts, Judge Thomas is a frequent lecturer at judicial and legal education programs.

Continued on page 3

The **Iowa Bench Press** is published bimonthly by the State Court Administrator's Office to keep court personnel informed about court policy, projects, programs, and activities. Articles express the views of the authors or the editor and not necessarily those of the Iowa Judicial Branch.

The **Iowa Bench Press** welcomes your ideas, articles and criticisms. All rights are reserved to edit or reject any materials submitted for publication. Please direct your inquiries and news suggestions to:

Visit the Iowa Judicial Branch web site at:
www.judicial.state.ia.us

Iowa Bench Press
State Court
Administrator's Office
State Capitol Building
Des Moines, IA 50319
Fax: (515) 242-0014

Editor: Rebecca Colton
V. P. Production: Cheryl Thrailkill
Production Associate: Tina Schweitzer
Contributors: Gail Barber.

Judicial Branch Awards

Continued from page 2

The **Meritorious Service Award**, which was created to honor court personnel who have maintained a consistent level of high service to the public and to the courts, was awarded to four court employees and one magistrate.

James Mefford, Chariton, was named the recipient of the Meritorious Service Award for part-time judicial officers. Magistrate Mefford has served as a judicial magistrate since 1977. He is currently president of the Iowa Association of Magistrate Judges, he serves on the Judicial Administration committee of the Iowa State Bar Association, and he is a member of several local community organizations.

Rae Jean Berger, Davenport, received the Meritorious Service Award for court administrative staff. Ms. Berger has served the court system for 22 years. She has served as an administrative secretary for court administration in the 7th District since 1982. Prior to that she worked

as secretary to former Iowa Supreme Court Justice Clay LaGrand for five years. She was selected for her professionalism, administrative skills, and outstanding work with the public on a daily basis.

C. Bruce Buttel, Centerville, was named the recipient for the Meritorious Service Award for juvenile court services. Mr. Buttel has worked as a juvenile court officer for 26 years. Mr. Buttel, who was recognized for his advocacy on behalf of juvenile court services, served three terms as the president of the Iowa Juvenile Court Officers Association.



C. Bruce Buttel

Marilyn Huff, Clinton, received the Meritorious Service Award for clerk of court personnel. Ms. Huff has worked in the Clinton County Clerk of Court office since 1973. She has served as Clinton County Clerk of Court since 1985. Ms. Huff was honored for her enthusiastic support of court technology and adoption of innovative practices and procedures.

Thomas Kierski, Ft Dodge, was selected as the recipient of the Meritorious Service Award for court reporters. Mr. Kierski has served as an official court reporter for 34 years. Mr. Kierski has served on the Iowa Board of Examiners of Shorthand Reporters and numerous committees of the Iowa Court reporters Association.



Thomas Kierski

In addition to the award recipients, the Judicial Branch recognized the following people, who were award nominees, for Honorable Mention:

Donna McPherran, Storm Lake

Rick Pridie, Sioux City

Kim Johnson, Audubon

Kristy Rasmussen, Des Moines

Michael T. Rempe, Burlington

Kathleen Salle, Waterloo

Barbara Ann Nelson, Cedar Rapids

Loraine Safly, Boone

Gloria Larive, Ottumwa

Kathy Thompson, Davenport

Meritorious Service Award, clerk of court

Meritorious Service Award, clerk of court

Meritorious Service Award, clerk of court

Meritorious Service Award, clerk of court

Meritorious Service Award, juvenile court services

Meritorious Service Award, juvenile court services

Meritorious Service Award, court reporters

Amicus Curiae Award

Court Innovation Award

Court Innovation Award

Clerks Association Officers

The Iowa Clerks of District Court Association elected its officers for 2003. Lois Leary, Polk County Clerk of Court, is the association's new president. Leary has a solid background of public service. She has served as a clerk of court for three different counties over the years. She began in 1985 as the Bremer County Clerk. She was the Black Hawk County Clerk from 1992 until 1999 when she was appointed to her present position. She has served on numerous Judicial Branch advisory committees including the ICIS Steering Committee, the Information Summit Committee, the Records Retention Committee and the Customer Service Advisory Committee. Prior to working for the court system, Leary was the Bremer County Recorder for ten years. She has a B.A. in Business administration from Wartburg College.

"As president of the association I plan to review proposed legislation for any impact on the clerks' offices. I also want to do what I can to encourage the use of technology to facilitate procedures," said Leary. "And I hope to work closely with the State Court Administrator's Office to provide all clerks with the resources they need to best serve the public service during these tough budget times."

The other officers of the association are: 1st Vice President, Jeff Tollenaar, Muscatine County; 2nd Vice President, Clay Gavin, Dubuque County; Treasurer, Marilyn Huff, Clinton County; and Secretary, Linny Emrich, Delaware County.

The purpose of the association is to perpetuate and preserve the office of



Lois Leary, Polk County Clerk of Court

the Clerks of District Court, and to afford a medium to facilitate and exchange ideas among Clerks to the end that honest, conscientious and progressive administration shall be exercised by all members.

Court Reporters Mid-Year Meeting

On January 18, approximately 80 court reporters gathered in Marshalltown for the Iowa Court Reporters Association mid-year meeting. The program revolved around current events such as 9/11, homeland security, and the Middle East.

Thomas Baumgartner, Homeland Security Coordinator with the Iowa

Emergency Management Division, outlined the duties and activities with all aspects of homeland security.

Dr. Ted Lund and his wife, Dr. Noel Lund, who as Red Cross volunteers were dispatched to the Pentagon after 9/11, discussed their experiences with, and observations about, the tragedy.

The program also included Linnae Brush, a retired major in the military who served as a foreign area officer and trainer as a specialist for the Middle East. Ms. Brush talked about the cultures and religions of the different Middle Eastern countries.

The Association wishes to thank its President-Elect Brenda Ellefson for making the arrangements for the program.

New Faces

ICIS: **Bryant Siefken**, *Des Moines*, PC Specialist.

District 1: **H. Jane Chon**, *Waterloo*, Law Clerk.

District 2: **Scott Jensen**, *Charles City*, Juvenile Court Officer.

District 3: **Joanie Grife**, *Sioux City*, Law Clerk.

District 4: **Erin Kessinger**, *Council Bluffs*, Judicial Clerk.

District 5: **James Winemiller, Sr.**, *Bedford*, Magistrate Judge; **Sherman Phipps**, *Leon*, District Court Judge; **Beverly Groves**, *Greenfield*, **Carye McCormick**, *Des Moines*, **Amber Kenan**, *Guthrie Center*, **Ellen Stevens**, *Des Moines* (transfer from D3), **Gary Britson**, *Des Moines*, **Janice Lowery**, *Des Moines*, Judicial Clerks; **Eric Kool**, *Des Moines* (transfer from D6), **Ryan Santi**, *Knoxville*, Juvenile Court Officer; **Carrie Christensen**, *Des Moines*, Court Attendant;

Annette Lemker, *Des Moines* (transfer from D2), Trial Court Supervisor.

District 6: **Mary Petersen**, *Iowa City*, Judicial Clerk.

District 7: **Aaron Shileny**, *Davenport*, Law Clerk; Miguel Trevino, *Davenport*, **Sheri Flack**, *Davenport*, Juvenile Court Officers; **Debora Taplin**, *Clinton*, **Dixie Norris**, *Davenport*, Judicial Clerks.

Milestones: Service Anniversaries

25 Years

Diane Litchfield, Judicial Clerk, *Story County*.

Elizabeth Rannfeldt, Juvenile Court Technician, *Clinton County*.

Berkeley Greenwood, Clerk of Court, *Mills County*.

Phyllis Woll, District Finance and Personnel Mgr., *Woodbury County*.

Eileen Grave, Clerk of Court, *Osceola County*.

Cynthia Marshall, Trial Ct Supervisor, *Polk County*.

Janis Parker, Judicial Clerk, *Warren County*.

30 Years

Victoria Black, Clerk of Court, *Lucas County*.

Marilyn Huff, Clerk of Court, *Clinton County*.

Nancy Muller, Judicial Clerk, *Mitchell County*.

JoAnne Meisch, Judicial Clerk, *Black Hawk County*.

Karen Clark, Clerk of Court, *Harrison County*.

Spotlight

Neary Appointed Third District Court Judge



Chief Judge Mark C. Bennett, (left) United States District Court Judge for the Northern District of Iowa, administered the oath to newly appointed Jeffrey Neary of Merrill.

Retirement



Fran Armstrong, Judicial Court Clerk in Polk county, retired recently after more than 27 years with the Judicial Branch. Fran (front) is pictured with Connie Conlon, Trial Court Supervisor.

Child Welfare Mediation Works: An Update

By Gail Barber

In late 2000, the Court Improvement Project, a project of the Supreme Court of Iowa, received an Adoptions Opportunity Grant from the Department of Health and Human Services, Adult, Children and Families. The \$600,000 three-year grant was awarded effective October 1, 2000. The grant proposal included the development of community planning teams in pilot sites across the state. Using a collaborative model of decision-making, these community teams are developing and implementing models of alternative dispute resolution for child welfare cases.

The counties and their respective lead judges for this project which have participated in the grant from its inception are: Polk County, Associate Juvenile Judge Connie Cohen; Cerro Gordo County, Associate Juvenile Judge Gerald Magee; Pottawattamie County, District Associate Judge Kathleen Kilnoski; and Woodbury County, Associate Juvenile Judge Brian Michaelson.

Two additional pilot sites have been recently added. They are Linn County, with Associate Juvenile Judge Susan Flaherty, District Judge Patrick Grady, District Associate Judge Jane Spande and District Judge William Thomas and the Clay/Dickinson/Osceola/O'Brien cluster, with District Associate Judges David Larson and Donavon Schaefer. These additional sites will build upon the success they

have experienced in offering other alternative dispute resolution services.

Community collaborative teams in each pilot site have designed a continuum of alternative dispute resolution methods to expedite permanency for children. Community teams are comprised of representatives of the judiciary, juvenile court, the Department of Human Services, CASA, attorneys, the school system, the faith community, private agencies, mental health providers, foster/adoptive parents, and substance abuse treatment agencies.

The six pilot sites participating in the grant are accepting referrals for mediation and family team decision making at various stages in the case after the court has jurisdiction. In addition, two of the pilot sites are accepting referrals prior to any court involvement that is resulting in success in deferring these cases from any further involvement with the court system. During the past twelve months, Child Welfare mediation has been utilized as an alternative to the adversarial court process for 144 cases. Referrals have been made to resolve communication barriers, to resolve conflicts, create placement options, help find common ground, and develop permanency plans for children.

An independent evaluation, conducted by the National Resource

Center on Family Centered Practice at the University of Iowa, have shown preliminary results that cases referred to mediation have resulted in a high level of satisfaction (95%) and a savings of bench time and court costs. Satisfaction surveys thus far have all reported that the mediation was helpful to participants, and all reported being satisfied with the agreements that were reached.

The professionals involved in mediation have estimated they have reduced court time by a minimum of 40 hours for cases referred prior to any formal court involvement. For those cases referred after adjudication, professionals have reported saving anywhere from ½ day to 3 days in court. Time and cost savings on a case diverted from the system have been estimated by participating judges and attorneys to be a minimum of 40 hours of time or \$10,680 (based on the average salary for a judge, court reporter, assistant County Attorney, Guardian ad Litem, and two attorneys). The average time and cost for mediation is 5 hours (includes one hour of paperwork time) at \$400, translating to a savings of \$10,280.

For further information, please contact: Gail Barber, Project Director, or Kathy Thompson, Project Coordinator, Iowa Court Improvement Project, (515) 281-6209.

Child and Family Service Review Coming to Iowa

By Gail Barber

The Adoption and Safe Families Act (ASFA) was signed into law in November 1997, in response to President Bill Clinton's Adoption 2002 initiative. The major emphasis of ASFA included:

1. Every child deserves a safe and permanent family, with children's health and safety a paramount concern that must guide all child welfare services.
2. Children deserve prompt and timely decision-making as to who their permanent caregivers will be.
3. Permanency planning begins when a child enters foster care; foster care is a temporary setting.
4. Adoption is one of the pathways to a permanent family.
5. Adoptive families require supports after the child's adoption is legalized.
6. Quality services must be provided as quickly as possible to enable families in crisis to address problems. The Act also required that each state's child welfare system be measured against established Federal Outcome Measures in the areas of safety, permanency, and well being. This is done through an in-depth review of the system, called the Child and Family Service Review. This review provides a comprehensive assessment of a state's child protection/child welfare system. This federal review, referred to as the CSFR, will occur for Iowa in May 2003.

The CFSR examines the performance of the public child protection agency, including how well the child protection agency is working with courts and other agencies. CFSR also examines the effects of courts and other public agencies on the children and families served by child protection agency. The federal government does not, as in the past, simply examine whether agency and court forms meet technical federal requirements. Rather, it broadly evaluates whether states actually are protecting and meeting the needs of children.

The Department of Human Services must take the lead in this review, by federal mandate. However, many other partners who participate in the system will be asked to participate. One essential partner is the court, which plays an integral role in monitoring and assisting the state child welfare agency to achieve safety, permanency, and well being for children and families. The Court Improvement Project staff, many judges who serve in Juvenile Court, and Juvenile Court Services staff are all participating in preparing for the review.

The review incorporates a statewide self-assessment, data on outcomes, in-depth examination of a small sample of cases and stakeholder interviews. There are three phases in the review process – the statewide assessment, the onsite review, and the Program Improvement Plan.

The Statewide Assessment: This is a comprehensive self-review of key



Gail Barber, Court Improvement Director

components of Iowa's child welfare system. The assessment is now complete and available for review on the DHS web site. The address is: <http://www.dhs.state.ia.us/publications.asp> It was posted on 1/07/03, listed as DRAFT FOR CHILD WELFARE PARTNERSHIP COMMITTEE: Child and Family Services Review, Iowa Statewide Assessment.

The Onsite Review: The review is scheduled for May 18-24, 2003. The review examines 50 cases for specific outcomes focusing on the quality of services and practice. This review is accomplished with 17 teams of two person federal/state reviewers. The cases will come from only three counties, Polk County, Linn County, and Woodbury County.

Continued on page 9

CFSR Review to Come to Iowa

Continued from page 8

The Program Improvement Plan (PIP): Based on the results of the review, the state will be required to develop a Program Improvement Plan to bring outcomes that need improvement into compliance with the National Standards. Of the 32 states reviewed so far, every state has been out of substantial compliance in at

least one of the outcomes and has been required to develop a Program Improvement Plan.

The Child and Family Service Review guidelines are a series of standards that, when adhered to, should lead to the safety and well-being for every child. An initial assessment of how a

state is doing is accomplished through examining the required data submitted to the federal government on a six-month basis.

IOLTA Grant Applications

Applications for requesting grants under the Interest on Lawyers' Trust Account (IOLTA) program are being accepted for the upcoming grant period, running from July 1, 2003 through June 30, 2004. Grants under the IOLTA program are made to projects providing legal services to the poor in civil cases, law-related education and other public purpose projects related to improving the administration of justice in Iowa. Grants totaling \$1,011,674.00 were awarded by the Supreme Court for the year beginning July 1, 2002.

The IOLTA Commission has ordered prospective applicants that IOLTA program receipts during 2002 declined by approximately 30 percent as compared to 2001 due to reduced interest earnings, and the Commission's grant recommendations to the Supreme Court for the coming year may decline by a comparable percentage.

Organizations wishing to submit requests for grants will be able to obtain application forms by contacting the Lawyer Trust Account Commission, State Capitol, Des Moines, Iowa 50319. The telephone number is (515) 246-8076.



All grant applications must be completed and received by the Commission no later than 4:30 P.M., Friday, April 18, 2003. The Commission will then review the applications and seek approval of the Iowa Supreme Court for awarding the grants. Announcement of the grants awarded is expected in June of 2003.

The Lawyer Trust Account Commission was created by the Iowa Supreme Court, effective July 1, 1985, to receive interest on lawyers' pooled trust accounts and use these funds primarily to provide legal services to the poor in civil cases. Lawyers' pooled trust accounts hold clients' funds that are so small in amount or held for such a brief period that it is not possible for the funds to economically benefit the individual clients. Previously, attorneys' trust accounts earned no interest. In June, 1986, the first grants awarded under the IOLTA program were made. To date, grants totaling almost \$16,000,000.00 have been awarded.

For further information contact:

Paul H. Wieck II, Executive Director
Lawyer Trust Account Commission
State Capitol
Des Moines, IA 50319

Telephone: (515) 246-8076

2003 Bench-Bar Conference: Courting Our Strengths

By District Court Judge Annette Sczienski

The statewide Bench-Bar Conference will be held May 15, 16, and 17, 2003 at Amana. The 2002 Conference at Okoboji attracted record numbers of lawyer and judge participants, and received excellent reviews. The Bench-Bar Committee, chaired by attorney Elisabeth Reynoldson and Judge Jim Richardson spotted an opportunity to capture the momentum, and offer a forum for classic bench-bar dialogue at an eastern Iowa location.

The theme for the conference is "Courting Our Strengths" and the program is planned around thought-provoking presentations, active small-group discussions, and unparalleled opportunities for social interaction among conferees. Continuing Legal Education credit will be offered. The tentative schedule includes topics such as A Bouquet of Strengths, this 21st Century; Iowa Integrity, The Advent of Inns of Court; Court Innovation: Drug Courts, Initiatives Regarding Atonement, and Mediation, a Modern Remedy; a discussion about who

drives a case and the effect; Perspectives on the Branches of Government, Executive, Legislative, Judicial; and of course there will be time devoted to social activities. There is still time to infect the planning committee with ideas! Just contact:

Committee members:

Co-Chair: Elisabeth Reynoldson
Co-Chair: Judge James Richardson
Tom Drew
Joel Greer
Bill Klinker
Judge Odell McGhee
Bill Sackett
Judge Annette Scieszinski
Patricia Shoff
Jerry Spaeth
Tammy Westhoff
Judge Van Zimmer

Registration materials will be distributed soon. Mark your calendar, now, for this fun way to earn C.L.E.



Court Technology Update: Upgrades Will Improve Network Speed

Within the next few months, judges and court personnel in small counties whose work has been hampered by slow network connections should see dramatic improvements in network speed. That's because the Supreme Court has approved the use of funds earmarked for technology to increase the network bandwidth for 49 counties, moving them from 56K lines to T1 lines.

Currently, 17 counties on 56K lines exceed their network capacity during peak business hours. This upgrade will provide more network capacity to those counties and alleviate problems associated with network congestion.

Clerks won't have to wait so long for sluggish computers to process data and judges will be able to access electronic legal research faster.

The line upgrade will cost the Judicial Branch \$62,500 to install and \$263,100 annually. In addition, the line upgrade will require a corresponding upgrade in the Judicial Branch firewall. The firewall en-

hancement will cost \$52,000 to install and \$15,000 annually. Both items will be funded out of the Court Technology Fund, which is generated from fine and fee collections, and earmarked for technology improvements. Each year \$1 million is deposited into the Fund.



"These network enhancements will benefit every aspect of court operations and help pave the way for electronic

document management," said Chief Justice Lavorato. "Although the upgrades take a big bite out of our technology funds, the improvements are well worth the expense."

The Judicial Branch realized additional network improvements thanks to the new Judicial Branch Building on the state Capitol complex. The new building comes with a better switch and a new fiber connection that provides higher bandwidth. These enhancements doubled the network capacity between state and district

offices, and resulted in significant improvements in the performance on the electronic public access program. Because these enhancements were part of the building construction project they were paid for from the state's infrastructure fund.

Advisory Committees Focus on Staffing Formulas, Best Practices, and Uniformity

Four committees have been hard at work examining the work of different components of the district court—clerks' management, juvenile court services, district court administration, and clerks' staffing formulas. The collective goals of the committees include: promoting uniformity, identifying best practices, eliminating disparities among the districts, to improving services within budgetary constraints, and developing or updating staffing formulas.

Clerks' Management

The Clerks' Management Committee divided its work among three subcommittees: business practices, records management, and statutory/non-statutory procedures. According to preliminary reports from Deb Dice, co-chair of the committee, the subcommittees are making good progress.

Among other things, the Business Practices Subcommittee will be recommending that there be statewide uniform public access hours for clerks of court offices and offices be staffed sufficiently to enable them to be open between the hours of 8 a.m. and 4:30 p.m. Further, the subcommittee is recommending such uniform practices as endorsing child support and restitution checks without recourse rather than depositing them into a clerks' bank account and issuing checks. The subcommittee may also

recommend that all clerks enter small claims and civil judgments on the docket screen only.

The Records Subcommittee plans to support the implementation of electronic document management (EDMS) and the possibility of using an independent resource for archiving records.

The Procedures Subcommittee will likely recommend more use of the electronic citation system by law enforcement agencies. This subcommittee is also advocating the creation of a joint clerk/DHS group to reduce the amount of paper filed by child support recovery unit.

As part of its examination of clerks' offices, the committee surveyed all clerks' offices. "The survey results brought forth some interesting results," reported Deb Dice. "86 offices are sharing staff when needed; 55 are being helped by court reporters; and 13 offices use volunteers." The survey found that stress levels are high.

Juvenile Court Services

"The Juvenile Court Services Committee has worked extremely hard over the past six months," reported Associate Juvenile Judge Alan Allbee, committee co-chair. "The committee is conducting an extensive critical review of the current workings of

juvenile court services for the purpose of making recommendations necessary to ensure the officers' effectiveness in rehabilitating today's delinquent youth despite increasingly limited resources."

This committee also divided itself into three subcommittees: casework, programs, and staffing. The topics under examination include to:

- Assess current practices and procedures with the goal to recommend uniform statewide best practices for front-line juvenile court offices;
- Assess current programs for delinquent youths administered by JCS and consider the feasibility of making those programs available statewide; and
- Assess current staffing levels including line, supervisory, and support staff, and developing a uniformly applied methodology for statewide staffing.

Added Judge Allbee, "We hope that the final recommendations of the committee as submitted to the Supreme Court will establish standards for staffing, casework requirements, and programming that put Iowa in a leadership position with regard to juvenile probation nationwide."

Continued on page 13

Advisory Committees

Continued from page 12

Clerks Staffing Formula

Every clerk of district court office in the state participated in a time study designed by the committee charged with updating the clerks' staffing formula. Data entry will likely take a couple months.

District Court Administration

The District Court Administration Committee had its first meeting last week. "The group is fired up!" said

committee co-chair Leesa McNeil, District Court Administrator for the 3rd District. "The committee agreed to divide the work into three sections: finance/personnel, scheduling, and other administrative functions." The committee will likely be requesting assistance of individuals not on the committee to help formulate its report.

Added McNeil, "Given the scope of the work at hand, the subcommittees will be striving for input from all districts and court components that

may be affected by the committee's possible recommendations."

Report Deadlines

The Juvenile Court Services Committee and two clerk committees must submit their reports to the Supreme Court by May 30. The district court administration committee has until later in the summer to submit its report.

New or Amended Court Rules: August–December 2002

Technical Amendments: Rules 7, 14, 21, and 22

This order makes non-substantive corrective amendments to a number of rules.

Rule of Civil Procedure 1.305(1)

This amendment modifies the requirements for personal service when a person being served lives in a rooming house, apartment, hotel or club.

Rule of Civil Procedure 1.302

This amendment concerns service of original notice and the papers that must be provided to the clerk of court. It makes the plaintiff responsible for service of notice and petition

and requires the plaintiff to provide the person effecting service with necessary copies of the notice and petition. The clerk of court is to arrange for service or deliver papers for such to the person effecting service. This rule does not apply to small claims cases. The amendment was effective February 1, 2003.

Rule of Civil Procedure 1.442(2) and 1.443

These amendments authorize service by e-mail if the person to be served consents in writing to be served in that manner. The consent must include the e-mail address for such service. Service by electronic means is com-

plete upon transmission, unless the party making service did not reach the person served. The amendments took effect February 1, 2003.

Court Rule 34.8

This amendment provides the Board of Professional Ethics and Conduct with subpoena powers with regard to investigations of the Board. It also provides the district court with jurisdiction over any objection or motion relating to a subpoena and authority to punish disobedience of a subpoena in a contempt proceeding. This amendment took effect December 17, 2002.